



**Town of Arlington, Massachusetts**  
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## **Council on Aging Minutes 11/18/2004**

### **ARLINGTON COUNCIL ON AGING**

27 Maple Street  
 Arlington, MA 02476-4909  
 781-316-3400

Lynne Larkin, Chair  
 Elizabeth McGaffigan, Vice-Chair  
 Shirley Chapski, Secretary

### **Regular Meeting of the Council on Aging November 18, 2004 MINUTES**

Place and Time of Meeting: Arlington Senior Center, 27 Maple St., Arlington, 7:30 p.m. Members Present: Lynne Larkin, Elizabeth McGaffigan, Dr. Robert Carey, Ruth Palumbo, Harry McCabe, Mara Klein Collins, and Shirley Chapski. Absent: Mildred Hurd Others Present: John Jope, COA Executive Director, and Charles Schwab, President, Arlington Seniors Association, Inc. Quorum Identification/Call to Order: Lynne Larkin, Chair, presided and called the meeting to order at 7:30 p.m. Shirley Chapski, Secretary, kept the minutes. A quorum of seven was present. The Board welcomed new member, Bob Carey.

Minutes of the October 14, 2004 Meeting: Harry moved to receive the minutes of the October 14, 2004 meeting; Elizabeth seconded; all in favor. Harry moved to approve the minutes for purposes of discussion, Mara seconded. There being no corrections to the minutes, all voted in favor to approve the minutes.

Executive Director's Report: The Executive Director's Report is attached hereto and made a part of the minutes. The following additional items were discussed: (a) Flu vaccine update — John reported that the Board of Health has received a total of 910 doses of vaccine to be distributed on November 23 at Symmes Hospital to those recipients who meet the BOH's conditions. Ruth asked about outreach to folks living alone; John said that Minuteman has been informed and they have alerted their case managers. Dr. Carey talked about the "bird" flu pandemic rumor, saying it has nothing to do with the flu vaccine we have now and there should not be cause for concern. (b) John will take a photo of the board at the December meeting to be included in the Annual Report. (c) John suggested we think about a COA Board and Staff get together to take place some time the new year.

### **UNFINISHED BUSINESS**

- **FY 2006 Budget Request:** John's memo to the Board, dated 10/26/04 (copy attached) sets forth his budget recommendations, in order of priority, and seeks the Board's support of these proposals. Lynne said it is her understanding that the Town Manager has told all the department heads that everything is level funded for '06. Nevertheless, it is agreed that the COA's budget recommendations be put before the Finance Committee as soon as possible. Item 1# — COA Social Worker position. Traditionally a full-time (35 hrs/wk) position, is currently at 27 hrs/wk which does not meet demands placed on this agency. Discussion followed and Lynne suggested we accept John's above mentioned budget recommendations, put those recommendations in the form of a letter signed by members of the Board, and send it to Fin Com. Mara offered to write the letter. She will gather statistics from several other towns on senior populations and the number of seniors receiving social services. John will provide some case studies. Item #4 — Other Budgeted Items. John said this was addressed to the Board only and should not necessarily go to the Finance Committee. Item #4, Par 2 — Subsidy Fund. Harry asked that requested Board approval for Sevoyan Fund support for the depleted Subsidy Fund be addressed by the Sevoyan Bequest Committee.

- **Transportation Enterprise Program/Dial-a-Ride Contract Renewal for FY2006:**

No board action required. John informed the board that the current Dial-a-Ride contract, a 3-year contract, will end on December 31, '04. The Town Purchasing Agent has sent out a Request for Bids and one bid has been received from Arl Lex Cab. For the past three years the charge for a one-way ride has been \$6.00, \$2.00 which is paid by the client and \$4.00 from the Transportation Program. We are averaging 400 rides a month. The new rate for the next contract period will be \$7.50 per ride. We will address the Transportation

Enterprise program as a whole in a couple of months. Ruth offered to work with John on the transportation issue. Harry asked if handicapped clients are included in the Dial-a-Ride program and John said under CDBG requirements the handicapped are included with the elderly in the program.

- MCOA Annual Conference Recap: Shirley reported that she had attended a very worthwhile workshop on the first day of the conference. At the annual meeting, held during the conference, John was elected vice-president of the Mass. Council on Aging & Senior Center Directors (MCOA). The Board extends congratulations to John for his achievement.

- Associate Board Members: John had prepared and distributed a document entitled Job Description: Council on Aging Associate Member prior to the meeting. Mara voted to authorize the addition of Associate Board Members, as defined by the job description, Harry seconded, all in favor. Harry will make recommendations for changes to the job description and send them to the Board. The discussion was tabled for a later meeting.

#### OTHER REPORTS:

COA Representative/Liaison to Minuteman Senior Services: Harry referred the members to a letter from Minuteman Senior Services, dated Sept 23, 2004, calling the COA's attention to the unpaid bills for 2003-2004 and 2004-2005 our annual assessments for services. John's reply dated Oct 6, 2004 stated there is no consideration for this item in Arlington's 2004-2005 budget.

COA Representative/Liaison to ASA: No report.

ASA Representative to COA: Charles Schwab spoke on (a) the changing senior demographics and the need to have programs to appeal to the baby boomer generation as well as to our older senior population; (b) the article in the Nov 11, 2004 issue of the Arlington Advocate which resulted from the reporter's visit to the Senior Center and agreed-upon interviews with John and Joan Pippin of the ASA; (c) the ASA's relationship with the COA and the possibility of bringing the two organizations together in a mutually pleasing endeavor.

After discussion, it was agreed to have a social — a Pot Luck Supper followed by a speaker, to be held in the evening of Jan 27, 2005 or Feb 3. Shirley and Charles will work together on making the arrangements.

S.A.L.T. Committee: No report.

Sevoyan Bequest Committee: Harry will call a meeting of the Sevoyan Bequest Cte. for Tuesday, December 14 at 7 p.m. He will send a notice to all members.

Pay As You Throw Committee: Elizabeth reported that the committee is finalizing its report, hopefully, by December 2 to go to the Board of Selectmen. She will have more to report at our next meeting.

There being no further business to come before the meeting, Shirley moved to adjourn, Mara seconded; all in favor.

Adjourned at 8:55 p.m.

Shirley Chapski,  
Secretary

Date of next Regular Meeting, December 16, 2004 at 7:30 p.m.